

Mock Interview Instructions

- View the Mock Interview Video.
- Use the candidate's resume and transcript to follow along with the interview.
- Take notes on the WRP Interview Sheet.
- When you finish watching the video, complete the following fields in a Word document:
 - Appointment Type
 - Job Preference 1
 - Job Preference 2 (if any)
 - Location Preference (up to 5 selections)
 - Location Notes (if any)
 - Ratings (Qualifications, Direction, Maturity, Communication, Overall)
 - Accommodation Notes
 - Interview Notes
- Please be sure to include your name on the Word document.
- Send the Word document via email by the date provided in the email from the WRP Coordinator to mahoney.sara@dol.gov.
- Please destroy the resume when you are finished with it.